

**PUBLIC WORKS & FACILITIES COMMISSION
REGULAR MEETING
WEDNESDAY APRIL 8, 2015
TIME: 7:00 P.M.
MUNICIPAL BUILDING
ROOM 208
MIDDLETOWN CONNECTICUT**

Members Present: Councilman Carl R. Chisem
Councilman James B. Streeto
Councilman Thomas Serra
Councilman David Bauer
Councilwoman Sandra Russo-Driska

Staff Present: Robert Dobmeier, Deputy Director of Public Works

Others: Mike Czerwonka, 145 Lakeside Avenue – Little League
Bill Boylan, 580 East Main Street
Vince McDermott, Millone & MacBroom
Mike Doherty, Millone & MacBroom

Chair Chisem opened the Public Works & Facilities Commission meeting at 7:00 P.M. He requested a motion to approve the minutes dated March 11, 2015. Motion to approve the minutes with the amendments was seconded and approved unanimously.

PUBLIC COMMENT:

Bill Boylan, 580 East Main Street, had a few comments and questions for Director Russo. He wanted to know how much it costs to replace a blade on a snow plow, how often they need to be replaced and by how much did the City exceed the snow removal budget this year. Director Russo stated that he will find out the price of the plow blades if the commission approves. Bill also stated that on March 5, 2015 and March 21, 2015, there was a minimal amount of snow on the ground. He believes that it is an irresponsible use of the tax payer's money to have snow plows out when it is not necessary. Director Russo will respond back to Bill via email regarding answers to his issue with unnecessary plowing as well as the prices on plow blades. Director Russo stated that he would like specific times that Bill has seen the City trucks out on the roads, rather than just dates.

Mike Czerwonka, 145 Lakeside Avenue, stated that he is excited about athletic fields and park renovation project and wants to hear what Millone & MacBroom has to say.

It was stated that any public comment should be listed as an item on the agenda so that the commission will be ready to answer any questions that may be of concern to members of the public. A motion was made to adjust the public comment section of the agenda. Motion was seconded and approved unanimously.

CORRESPONDENCE:

- a. Letter from Debbie Shapiro – Car Show & Flea Market – Debbie Shapiro stated in her letter that she is requesting the use of the Palmer Field parking lot for the Antique Car Show and Flea Market on Sunday, October 4, 2015 and a rain date of Sunday, October 11, 2015 from 7:00 A.M. to 3:00 P.M. A

certificate of insurance will be supplied to the City and a temporary fence will need to be installed on the property. The American Legion is the anticipated food vendor and use of the bathrooms will also be needed for the event.

A motion was made to approve the dates for the use of Palmer Field for the Antique Car Shoe and Flea Market. Motion was seconded and approved unanimously.

NEW BUSINESS:

- a. Millone & MacBroom Park Presentation – Construction Cost for Park Study – Vince McDermott stated that on the back of each page in the packet that was handed out is a summary of the budget for each facility with a breakdown in much greater detail for each one. After a meeting between the City staff and Millone & MacBroom, there were a couple things worth noting. The McCarthy, Keigwin & Roosevelt facilities have no money dedicated to them because there were no recommended improvements and/or they are not considered “facilities”.

Woodrow Wilson & Pat Kidney Field, while expensive, have so many facilities in a section of the City that certainly needs them. The opportunities are broad in terms of tennis and track. The other parks and schools were discussed as far as the operational uses, parking and renovations. Synthetic vs. non-synthetic was also a topic of conversation along with the hours of use each type of field gets.

Vince stated that the total project cost for improvements is high, but it will come down. Given the level of detail that was given on terms of base information, they recommend carrying \$20,000.00. Moving forward, the numbers will then be refined. At the next level of design, a site specific survey will be conducted which will be much more accurate as far as cuts and fill analysis, cubic yards of material, etc. For budgeting purposes, Millone & MacBroom projected a high number, 10%, for the “survey, design & engineering, construction administration” section of each of the project costs. This is in the event that project personnel is hired. One of the commissioners had an issue with the 20%-25% contingency in which they believed was high. It was re-stated that this percentage will decrease as the project moves forward. Millone & MacBroom will turn the documentation over to staff in digital form.

There was a discussion amongst the commission regarding coming up with an exact price for the project and when the project will take place.

A motion was made to accept the presentation and endorse the continuance of the project for presentation to Finance and Government. Motion was seconded and approved.

- b. 6 month Streetlight Cost Savings After Purchase – Director Russo stated that Councilman Serra had asked for an update. In terms of everything so far, the only issue is Eversource. There are about 65 lights out of all 5200 that were purchased that have no power. Unfortunately, our vendor is not allowed to connect power to the lights, it has to be Eversource. After 3 weeks of an outage, the City is allowed a credit, which John Hall keeps on file and is added to the overall savings from the purchase of the lights.

The gross cost avoidance is \$202,769.84. Director Russo stated that according to John Hall’s calculations, the City is at \$13,000.00 - \$14,000.00 less than the projected savings. If LED lighting is something that is affordable, the cost can be included in road bonds in the future; this would give the City the cheaper rate of 116.

- c. Building Permit Refund: Trinity Solar Systems, 84 Rolling Green, \$471.58 – approved.

A motion was made to approve the building permit refund to Trinity Solar Systems. Motion was seconded and approved unanimously.

OLD BUSINESS:

- a. Revenue – Building Permits – Director Russo stated that last month there was about \$90,000.00 brought in for permit fees. Mid-January thru March 1, 2015, the building department was not collecting much revenue due to the winter weather. Since then, business has picked up and the revenue to date is \$313,000.00 out of the projected \$570,000.00. Large projects have been in the process such as the apartment building on College Street and Wesleyan University pulling their annual permits for remodeling jobs. The projection is still a goal for this year with the busier months ahead and with the large projects still in effect, it is possible. The revenue will be shown to the commission right to the last deposit at the budget presentation.

Commissioner Bauer stated that his reasoning for wanting the revenue report is to have a good projection for upcoming fiscal years.

- b. March 2015 Overtime Report – The commission reviewed and approved their March 2015 overtime reports. Director Russo stated that there is no more overtime for the Highway Department. The only overtime has been for dispatch calls regarding potholes and other similar issues.
- c. March 2015 Building Permits – The commission reviewed and approved their March 2015 building permit permits and revenues.

OTHER:

- a. March 2015 Monthly Report – Highway Division – The commission reviewed and approved their March 2015 monthly reports.
- b. March 2015 Overtime Report – Parks Division – The commission reviewed and approved their March 2015 Parks Division overtime reports. Commissioner Bauer stated his concern with clerical receiving overtime along with the maintainers. Director Russo mentioned that it is in effect due to past practices and also that there is no one at a command for the department when they are all out working. It is going to be addressed during the job reviews.

A motion was made to approve all of the monthly reports that were submitted. Motion was seconded and approved unanimously.

As there was no further discussion, the Public Works & Facilities commission meeting was adjourned at 7:57 P.M.